



## **CITY OF HAYWARD**

### **AGENDA REPORT**

AGENDA DATE 06/22/99

AGENDA ITEM 5

WORK SESSION ITEM \_\_\_\_\_

**TO:** Mayor and City Council

**FROM:** City Manager

**SUBJECT:** Approval and Appropriation of the Operating and Capital Budgets for the Fiscal year 1999-00; Approval and Appropriation of the 1999-00 Redevelopment Agency Budget; Approval of the 1999-00 Master Fee Schedule; Approval of the Five Year Capital Improvement Program 1999-00 through 2003-04, and the 1999-00 Gann Appropriation Limit.

#### **RECOMMENDATION:**

It is recommended that the City Council adopt the attached resolutions:


1. Approving the operating and Hayward Redevelopment Agency budgets, and appropriating funds for operating expenses and capital projects for 1999-00; and
2. Amending the Master Fee Schedule to include modifications reflected in the 1999-00 Operating Budget; and
3. Approving spending plans embodied in the 1999-00/2003-04 Capital Improvement Program; and
4. Establishing the 1999-00 Appropriation Limit.

#### **BACKGROUND:**

At its meeting on June 8, 1999, City Council held a public hearing on the Two-year 1999-2001 Recommended Budget and Redevelopment Agency Budget, the 1999-00 Master Fee Schedule, the Five-year Capital Improvement Program 1999-00 through 2003-04, and the Gann Appropriation Limit. A copy of the Master Fee Schedule is on file in the City Clerk's Office. Following public testimony, Council directed staff to prepare the necessary resolutions to implement Council budget decisions for Council consideration and formal action on June 22, 1999.

Although the Recommended Budget pertains to two fiscal years, consistent with Charter provisions, appropriations are for only the first year. The second year spending plan will serve as the framework for the budget that will be presented next year for formal adoption.

Approved by:

  
Jesús Armas, City Manager

Attachments:      Resolutions

**DRAFT**

HAYWARD CITY COUNCIL

RESOLUTION NO. \_\_\_\_\_

Introduced by Council Member \_\_\_\_\_

**RESOLUTION APPROVING THE BUDGET OF THE CITY  
OF HAYWARD FOR FISCAL YEAR 1999-2000; ADOPTING  
APPROPRIATIONS FOR FISCAL YEAR 1999-2000; AND  
MAKING CERTAIN POLICY DECISIONS REGARDING THE  
BUDGETS FOR UPCOMING FISCAL YEARS**

WHEREAS, the City Manager has submitted to the City Council of the City of Hayward estimates of revenues from all sources and estimates of expenditures required for the proper conduct of the activities of the City of Hayward for fiscal year 1999-00 contained in those documents entitled "City of Hayward Two-year 1999-2001 Recommended Budget" and "Five Year Capital Improvement Program 1999-2000 through 2003-04"; and

WHEREAS, a public hearing was held by the City Council of the City of Hayward, at which time all interested persons were afforded an opportunity to be heard on matters pertaining to the budget recommended by the City Manager.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hayward as follows:

1. That the budget for fiscal year 1999-2000 presented by the City Manager in the documents entitled "City of Hayward Two-year 1999-2001 Recommended Budget" and "Supplemental Budget Requests" are hereby approved and adopted as the budget of the City of Hayward for fiscal year 1999-2000. Copies of the budget documents and the staff reports presented by the City Manager are on file in the office of the City Clerk and are hereby referred to, incorporated herein, and made a part of this resolution as though set forth in full.
2. That except as may be otherwise provided, any and all expenditures relating to the objectives described in the budget are hereby approved and authorized and payments therefor may be made by the Director of Finance without further action of Council.
3. That for the purposes of determining whether the City Manager is authorized to execute a contract for a commodity or service pursuant to City Charter section 701 subsection 8, the City Manager shall have the authority to expend such funds and enter into and execute any and all contracts and documents

necessary to carry out the objectives of the Council's appropriations as set forth in this budget.

4. The City Manager shall have the authority to bind and prepay all coverages and to negotiate and execute all documents necessary to obtain the insurance, third party administration services, and defense of claims budgeted for in the Liability Insurance Fund.
5. The City Manger is also authorized to enter into an Amended Repayment Agreement with the Redevelopment Agency in substantially the same form as the Amended Repayment Agreement on file in the office of the City Clerk, together with such additional changes approved by the City Manager and the City Attorney. Such Amended Repayment Agreement consolidates the provisions of the Repayment Agreement executed on September 23, 1975, as amended through the tenth amendment thereto, and also provides for the repayment of additional expenses incurred by the City of Hayward from tax increment revenues, based on the findings and provisions contained in the Amended Repayment Agreement.
6. The following amounts are hereby appropriated for expenditure:

#### **I. OPERATING EXPENDITURE APPROPRIATIONS**

##### **GENERAL FUND:**

Mayor and City Council	388,776
City Manager	3,134,954
City Attorney	777,915
City Clerk	397,448
Personnel	1,292,013
Finance	4,573,088
Police	27,149,450
Fire	15,449,109
Public Works	5,185,096
Community & Economic Development	4,525,771
Library	2,655,777
Non-Departmental	370,069
 Total - General Fund	 65,899,466

##### **OTHER FUNDS:**

Community Development Block Grant Fund	2,468,309
Small Business Economic Development Revolving Loan Fund	317,230
Measure B Paratransit Fund	344,168
Taxi Van Lease Fund	40,000
Housing Mortgage Revenue Bond Fund	95,582
Downtown Business Improvement Fund	69,000
Home Loan Fund	497,501
Recycling Fund	532,858
Narcotics Asset Seizure Fund	100,000
Certificates of Participation Debt Service Fund	2,345,514
Special Assessments Debt Service Fund	1,333,333
Stormwater Maintenance & Operations Fund	1,890,854
Wastewater Maintenance & Operations Fund	10,380,998
Water Maintenance & Operations Fund	14,254,996
Airport Operations Fund	1,709,013
Airport Improvement Trust Fund	234,120
Centennial Hall Fund	546,826
Workers' Compensation Fund	2,821,045
Liability Insurance Fund	1,130,650
Equipment Management Fund	2,945,370
Golf Course Acquisition Fund	166,750
Water Revenue Bond Fund	521,450
Retrofit Certification of Participation Fund	547,586
L.I.D. Fund 1-5	54,609
Peppertree Park Maintenance	6,842
Total - All Other Funds	45,354,604
<b>TOTAL: ALL FUNDS</b>	<b>111,254,070</b>

7. The Director of Finance is hereby authorized to transfer the following amounts from one fund to another as indicated below at such time as he may determine, giving consideration to the intended purposes for which the transfers are made and available balances in each of the funds.

## II. FUND TRANSFERS

FROM FUND:	TO FUND:	AMOUNT:
General	Capital Improvement Fund	860,000

	Equipment Management Fund	370,000
	Liability Insurance	811,006
	Centennial Hall	297,000
	Certificates of Participation	
	Retrofit	547,586
	Miscellaneous Capital Improvements	107,240
	Civic Center Debt Service	2,234,274
	Transportation Systems Improvement	350,000
	Street Lighting Fund	320,000
	Water Improvement	71,000
	Golf Course Acquisition Debt Service	166,750
Gas Tax	General	1,202,000
CDBG	Liability Insurance	9,343
Park Dedication Zones A-E	General-Golf Course Acquisition	150,000
Housing Mortgage Revenue Bond	Liability Insurance	1,532
Recycling	Liability Insurance	3,063
	General--Cost Allocation	111,405
Local Law Enforcement Block Grants	General	354,821
Citizens Option for Public Safety	General	278,609
Stormwater	General--Cost Allocation	57,330
Maintenance & Operations	Liability Insurance	15,317
Wastewater	General--Cost Allocation	376,707
Maintenance	Sewer Replacement--Capital Reserves	1,500,000
& Operations	Wastewater Treatment Plant Replacement	2,000,000
	Sewer Improvement--Connection Fees	800,000
	Liability Insurance	209,740
	Liability Insurance--Earthquake Reserve	150,000

Water Maintenance & Operations	General--Cost Allocation	589,958
	Liability Insurance	74,287
	Water Replacement	2,000,000
Water Improvement	Water Revenue Bond-HPFA 1996 Bonds	312,870
Water Replacement	Water Revenue Bond-HPFA 1996 Bonds	208,580
Airport Operations	General--Cost Allocation	149,069
	Liability Insurance	33,514
	Airport Improvement Trust	234,120
	Airport Capital Improvement	500,000
Centennial Hall	General--Cost Allocation	68,000
	Liability Insurance	14,252
Workers' Compensation	General--Cost Allocation	102,976
	Liability Insurance	3,063
Liability Insurance	General--Cost Allocation	265,366
	Capital Improvement--Supplemental	300,000
Equipment Management	General--Cost Allocation	110,590
	Liability Insurance	25,548

8. There are hereby appropriated the following amounts to Reserves and Designations of Fund Balances, which the Director of Finance shall enter upon the records and reflect in the financial statement of the City:

#### RESERVES AND DESIGNATIONS

FUND	PURPOSE	AMOUNT
General	Economic Uncertainty	5,000,000
	Liquidity Reserve	2,500,000

In addition to the above-specified amounts, the balances in each fund that are not otherwise appropriated are hereby appropriated to Contingency Reserves in those funds. Expenditures from Reserves or Designated Fund Balances shall require the approval of the City Council.

9. Any monies received during fiscal year 1999-2000 as a consequence of a grant application approved by the City Council are hereby appropriated for the purposes for which the grant has been approved. Such appropriation includes authorization for the City Manager to expend such monies and for the Finance Director to make payments therefor in accordance with the terms and conditions and for the purposes of the grant.
10. The Director of Finance is hereby authorized and directed to distribute the above appropriations, transfers, and reserves to the various accounts of the City in accordance with generally accepted accounting principles and consistent with the purposes and objectives as outlined in the approved budget.
11. Any contract for professional service included in the annual budget that will cost more than \$25,000 shall be executed by the City Manager only upon approval of the contract by the City Council given at a meeting of the City Council.
12. The Finance Director is directed to comply with GASB 31 (Unrealized investment gains and losses) and is authorized to make such entries as are required to the City's financial records. In addition, the Finance Director is authorized to make such changes to the budget as are required by GASB 31.
13. Any General Fund monies which are appropriated but not expended at the end of fiscal year 1999-2000 or otherwise designated, shall be appropriated for the purpose of retiring the debt associated with the acquisition of the Village A property.
14. The 1998-99 budget resolutions are hereby amended to reflect actual expenditures for fiscal year 1998-99.

IN COUNCIL, HAYWARD, CALIFORNIA \_\_\_\_\_, 1999

ADOPTED BY THE FOLLOWING VOTE:

AYES:

NOES:



ABSTAIN:

ABSENT:

ATTEST: \_\_\_\_\_  
City Clerk of the City of Hayward

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney of the City of Hayward

# DRAFT

## REDEVELOPMENT AGENCY OF THE CITY OF HAYWARD

RESOLUTION NO. RA-\_\_\_\_\_

Introduced by Agency Members \_\_\_\_\_

### RESOLUTION APPROVING THE BUDGET OF THE REDEVELOPMENT AGENCY OF THE CITY OF HAYWARD AND ADOPTING APPROPRIATIONS FOR FISCAL YEAR 1999-2000

WHEREAS, the Executive Director has submitted to the Redevelopment Agency of the City of Hayward estimates of revenue from all sources and estimates of expenditures required for the proper conduct of the activities of the Redevelopment Agency of the City of Hayward for fiscal year 1999-2000; and

WHEREAS, a public hearing was held by the Redevelopment Agency of the City of Hayward, at which time all interested persons were afforded an opportunity to be heard on matters pertaining to the recommended budget.

NOW, THEREFORE, BE IT RESOLVED by the Redevelopment Agency of the City of Hayward that:

1. The budget presented by the Executive Director is hereby approved and adopted as the budget of the Redevelopment Agency of the City of Hayward for fiscal year 1999-2000. The budget presented by the Executive Director and approved by this resolution appears on pages 188-195, 204-208 and 259-262 of the document entitled "City of Hayward Two-year 1999-2001 Recommended Budget" which is hereby referred to, incorporated herein, and made a part of this resolution as though set forth in full.
2. The Executive Director is also authorized to enter into an Amended Repayment Agreement is substantially the same form as the Amended Repayment Agreement on file in the office of the Secretary, together with such additional changes approved by the Executive Director and the General Counsel. Such Amended Repayment Agreement consolidates the provisions of the Repayment Agreement executed on September 23, 1975, as amended through the tenth amendment thereto and also provides for the repayment of additional expenses incurred by the City of Hayward based on the findings therein contained .
3. The following amounts are hereby appropriated for expenditure:

#### I. Hayward Redevelopment Agency Fund

## REVENUES

Property Taxes	2,048,494
Interest Income	72,420
Other Revenue	105,000

TOTAL FUNDS AVAILABLE	2,225,914
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## EXPENDITURES

Hayward Redevelopment Agency	1,734,321
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## TRANSFERS TO OTHER FUNDS

General Fund--Cost Allocation	187,000
Liability Insurance	4,595
Debt Service--Tax Allocation Bonds	539,019
Downtown Business Improvement	20,000
Subtotal	750,614

TOTAL EXPENDITURES & TRANSFERS	2,484,935
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## II. Hayward Redevelopment Agency Debt Service Fund

EXPENDITURES	551,519
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TOTAL EXPENDITURES & TRANSFERS	551,519
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## III. Low and Moderate Housing Fund

### REVENUES

Property Tax	512,123	
Interest Income	135,103	
TOTAL FUNDS AVAILABLE		647,226

EXPENDITURES	1,531,155
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### TRANSFERS TO OTHER FUNDS

General Fund - Cost Allocation	47,000
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TOTAL EXPENDITURES & TRANSFERS

1,578,155

4. Any and all expenditures relating to the objectives described in the budget are hereby approved and authorized and payments therefor may be made by the Treasurer.
5. Except as limited in paragraph 6 of this resolution, the Executive Director is authorized without further action from Council to enter into a contract or agreement for any commodity or service included in the annual budget of the Redevelopment Agency.
6. For the purposes of determining whether the Executive Director has the authority to execute a contract for a commodity or service pursuant to section 4 above, the Executive Director shall have the authority to expend such funds and enter into and execute any and all contracts and documents necessary to carry out the objectives of the Agency's appropriations as set forth in this budget.
7. Any contract for professional service included in the annual budget that will cost more than \$25,000 shall be executed by the Executive Director only upon approval of the contract by the Redevelopment Agency Board given at a meeting of the Redevelopment Agency.
8. The 1998-99 budget resolutions are hereby amended to reflect actual expenditures for fiscal year 1998-99.

HAYWARD, CALIFORNIA \_\_\_\_\_, 1999

ADOPTED BY THE FOLLOWING VOTE:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST: \_\_\_\_\_  
Secretary of the Redevelopment Agency  
of the City of Hayward

APPROVED AS TO FORM:

\_\_\_\_\_  
General Counsel

# DRAFT

HAYWARD CITY COUNCIL

RESOLUTION NO. \_\_\_\_\_

Introduced by Council Member \_\_\_\_\_

**RESOLUTION ADOPTING A REVISED MASTER FEE  
SCHEDULE RELATING TO FEES AND CHARGES FOR  
DEPARTMENTS IN THE CITY OF HAYWARD AND  
RESCINDING RESOLUTION NO. 98-111 AND ALL  
AMENDMENTS THERETO**

WHEREAS, section 15273 of the California Environmental Quality Act Guidelines states that CEQA does not apply to the establishment, modification, structuring, restructuring, or approval of rates, tolls, fares, and other charges by public agencies which the public agency finds are for the purpose of:

1. Meeting operating expenses, including employee wage rates and fringe benefits;
2. Purchasing or leasing supplies, equipment, or materials;
3. Meeting financial reserve needs and requirements;
4. Obtaining funds necessary for capital projects necessary to maintain service within existing service areas; or
5. Obtaining funds necessary to maintain intra-city transfers as are authorized by City Charter; and

WHEREAS, the City Council finds and determines that this action is exempt from CEQA based on the foregoing provisions.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Hayward hereby adopts a revised Master Fee Schedule relating to fees and charges for all departments of the City of Hayward, a copy of which is on file in the office of the City Clerk.

BE IT FURTHER RESOLVED that if any provision of this Master Fee Schedule is deemed to be invalid or beyond the authority of the City of Hayward, either on its face or as applied, the invalidity of such provision shall not affect the other provisions of this Master Fee Schedule, and the applications thereof; and to that end the provisions of this Master Fee Schedule shall be deemed severable.

BE IT FURTHER RESOLVED that Resolution No. 98-111, and all amendments thereto are hereby rescinded.

BE IT FURTHER RESOLVED that this resolution shall become effective as of July 1, 1999.

IN COUNCIL, HAYWARD, CALIFORNIA \_\_\_\_\_, 1998

ADOPTED BY THE FOLLOWING VOTE:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST: \_\_\_\_\_  
City Clerk of the City of Hayward

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney of the City of Hayward

# DRAFT

HAYWARD CITY COUNCIL 

RESOLUTION NO. \_\_\_\_\_

Introduced by Council Member \_\_\_\_\_

**RESOLUTION APPROVING A SPENDING PLAN FOR  
CAPITAL PROJECTS FOR FISCAL YEARS 1999-2000  
THROUGH 2003-04**

WHEREAS, the City Manager has submitted to the City Council of the City of Hayward estimates of revenues from all sources and estimates of expenditures required for the proper conduct of the activities of the City of Hayward for fiscal year 1999-2000 contained in those documents entitled "City of Hayward 1999-2000 Recommended Budget" and "Five Year Capital Improvement Program 1999-2000 through 2003-04"; and

WHEREAS, a public hearing was held by the City Council of the City of Hayward, at which time all interested persons were afforded an opportunity to be heard on matters pertaining to the Capital Improvement Program budget recommended by the City Manager; and

WHEREAS, by Resolution No. 99-\_\_\_\_ dated \_\_\_\_\_ 1999, the City Council adopted the budget and appropriated funds for operating expenses for 1999-2000.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hayward as follows:

1. That the spending plan embodied in the 1999-2000 through 2003-04 Capital Improvement Program is hereby adopted as the Capital Improvement Program for the fiscal years 1999-2000 through 2003-04. Copies of the budget documents and the staff reports presented by the City Manager are on file in the office of the City Clerk and are hereby referred to, incorporated herein, and made a part of this resolution as though set forth in full.
2. That except as may be otherwise provided, any and all expenditures relating to the objectives described in the Capital Improvement Program budget are hereby approved and authorized and payments therefor may be made by the Director of Finance without further action of Council.
3. That for the purposes of determining whether the City Manager is authorized to execute a contract for a commodity or service pursuant to City Charter section 701 subsection 8, the City Manager shall have the authority to expend such funds and enter into and execute any and all contracts and documents



necessary to carry out the objectives of the Council's appropriations as set forth in this Capital Improvement Program budget.

4. The following are hereby approved for expenditure:

## **I. CAPITAL EXPENDITURE APPROPRIATIONS**

Gas Tax Fund (210)	2,042,000
Measure B Tax Fund (211)	2,233,000
Capital Improvement Fund (410)	2,735,000
Street System Improvement Fund (413)	1,765,000
Transportation System Improvement Fund (420)	995,000
Street Lighting Fund (422)	570,000
Route 238 Fund (430)	40,000
Sewer Improvement Fund (613)	926,000
Sewer Replacement Fund (614)	2,129,000
Wastewater Treatment Plant Replacement Fund (616)	2,741,000
Water Improvement Fund (622)	6,522,000
Water Replacement Fund (623)	1,659,000
Airport Capital Fund (632)	4,063,000
<b>TOTAL: ALL CAPITAL FUNDS</b>	<b>28,420,000</b>

5. The Director of Finance is hereby authorized to transfer the following amounts from one fund to another as indicated below at such time as he may determine, giving consideration to the intended purposes for which the transfers are made and available balances in each of the funds.

## **II. FUND TRANSFERS**

<b>FROM FUND:</b>	<b>TO FUND:</b>	<b>AMOUNT:</b>
Gas Tax (210)	General (100)	1,202,000
General (100)	Capital Imp. (410)	1,260,000
Capital Imp. (410)	Water Capital (622)	62,000
Seismic Retrofit (414)	Capital Imp. (410)	66,000
Route 238 (430)	Capital Imp. (410)	270,000
Liability Ins. (711)	Capital Imp. (410)	300,000
General (100)	Transp. Imp. (420)	350,000
General (100)	Street Lighting (422)	320,000
Sewer Op. (611)	Sewer Replace(614)	1,500,000

Sewer Op. (611)	WPCF Replace (616)	2,000,000
Water Op. (621)	Water Replace (623)	2,000,000
Airport Op. (631)	Airport Capital (632)	500,000

In order to provide for completion of work on projects previously authorized but not completed as of June 30, 1999, in addition to the above appropriations for capital expenditures, appropriation balances remaining as of June 30, 1999, for capital projects previously authorized but uncompleted, are hereby appropriated for expenditure in fiscal year 1999-2000.

6. Any monies received during fiscal year 1999-2000 as a consequence of a grant application approved by the City Council are hereby appropriated for the purposes for which the grant has been approved. Such appropriation includes authorization for the City Manager to expend such monies and for the Finance Director to make payments therefor in accordance with the terms and conditions and for the purposes of the grant.
7. The Director of Finance is hereby authorized and directed to distribute the above appropriations to the various accounts of the City in accordance with generally accepted accounting practices and consistent with the purposes and objectives as outlined in the approved budget.
8. The spending plan for capital projects for fiscal years 1999-2000 through 2003-04 contained in the document entitled "Five Year Capital Improvement Program 1999-2000 through 2003-04" is hereby approved.
9. Any contract for professional service included in the annual budget that will cost more than \$25,000 shall be executed by the City Manager only upon approval of the contract by the City Council given at a meeting of the City Council.

IN COUNCIL, HAYWARD, CALIFORNIA \_\_\_\_\_, 1999

ADOPTED BY THE FOLLOWING VOTE:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST: \_\_\_\_\_  
City Clerk of the City of Hayward

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney of the City of Hayward

# DRAFT

HAYWARD CITY COUNCIL 

RESOLUTION NO. \_\_\_\_\_

Introduced by Council Member \_\_\_\_\_

## RESOLUTION ESTABLISHING THE APPROPRIATION LIMIT FOR FISCAL YEAR 1999-2000

WHEREAS, by Resolutions Nos. \_\_\_\_\_ and \_\_\_\_\_, the City Council approved the budgets and appropriated funds for operating expenses and capital projects for fiscal year 1999-2000.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hayward that the appropriations limit for fiscal year 1999-2000 is hereby established as \$138,758,159. In accordance with the requirements of state law regarding the appropriations limit, the annual adjustment factors for 1999-2000 are hereby selected as follows: For change in population, the factor shall be the City of Hayward population growth factor and for the change in the cost of living, the factor shall be the California per capita income factor. When adopted, the vote on this resolution shall constitute the recorded vote of the City Council for purposes of complying with the applicable procedural requirement of state law.

IN COUNCIL, HAYWARD, CALIFORNIA \_\_\_\_\_, 1999

ADOPTED BY THE FOLLOWING VOTE:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST: \_\_\_\_\_  
City Clerk of the City of Hayward

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney of the City of Hayward